



**Ramsden Hall  
Academy**



**Parallel  
Learning  
Trust**



**SPECIAL EDUCATIONAL NEEDS & DISABILITY POLICY  
Ramsden Hall Academy**

Last review date	October 2025	Review period	Annually
Next review date	October 2026	Owner	Antony Clements

## **CONTEXT**

This policy refers to Section 69(2) of the Children & Families Act 2014 which can be found here (<http://www.legislation.gov.uk/ukpga/2014/6/section/69>)

## **DEFINITION OF SEND/SEMH (Social and Emotional Mental Health)**

Some students have needs or disabilities that affect their ability to learn, for example:

- Behavioral/social (e.g. difficulty making friends).
- Reading and writing (e.g. dyslexia).
- Understanding things.
- Concentrating (e.g. Attention Deficit Hyperactivity Disorder).
- Physical needs or impairments (DfE April 2013).

Ramsden Hall Academy is a specialist provision currently providing support for up to 100 KS2/3 and KS4 students, all of whom have a statement of special educational needs and for whom the primary need identified is given as Social, Emotional and Mental Health difficulties.

Many students have additional needs identified that include cognition and learning difficulties, communication and interaction difficulties and sensory or physical difficulties.

Historically, the students placed here have struggled to successfully access the curriculum at mainstream schools, failing to make expected levels of progress. The complexity of their needs have been a barrier to learning and therefore in order to be successful, their needs can be met more holistically in a specialist setting.

We work to the principles embodied within the:

- Special Education Needs and Disability Code of Practice (Sept 2014)
- Students and Families Act (March 2014)
- Support and Aspiration: A new approach to special educational needs and disability (March 2011)
- DfE Statutory Guidance Supporting Pupils with Medical Conditions (September 2014)

## **Aims**

All students have a right to a broad, balanced and relevant curriculum that is responsive to their individual needs.

Our aim at Ramsden Hall Academy is to ensure that every student has full access to the full range of activities and educational opportunities provided and are able to reach their full potential.

The staff team work together to break down the barriers to learning which have previously impeded progress with all students and their families. In doing this, we strive to maximise opportunities for enjoyment, achievement and success.

## **Objectives**

- To provide an inclusive and supportive environment within which students, irrespective of their special educational need and/or disability, will thrive and develop into independent adults.
- To achieve greater equality of access for all students with special educational needs and disabilities through consistency in management and quality of support.
- To ensure that all students with special educational needs, whether physical, intellectual, social, emotional or behavioural receive appropriate entitlement to and the appropriate curriculum and wherever possible provision should be alongside their peers.
- To ensure that all students are well prepared for the challenges of the world of work and adult life.
- To ensure that all students' needs are correctly identified, planned for and regularly monitored through rigorous analysis of data and observations ensuring that all statutory requirements are met
- To actively seek the views and opinions of students and include them in the decision-making process regarding their provision
- To fully involve and work in partnership with parents/carers and guardians in the process of supporting their student's education.

## **Procedures**

Core Roles and Responsibilities of the Special Educational Needs Co-Ordinator (SENCO):

- To ensure that needs are quickly and accurately identified and to ensure that parents, carers and all relevant staff are informed.
- To identify appropriate support and interventions and to monitor their impact through provision mapping.
- To liaise regularly with parents, carers, governors and external agencies
- To liaise with curriculum areas in order to ensure high quality learning and support to meet needs
- To monitor the deployment of support staff to ensure that needs are met in conjunction with other senior leaders
- To manage the budget for specialist resources in line with Essex's banding system for SEND funding and ensuring value for money
- To ensure that all staff have access to high quality and relevant SEND CPD
- To review outcomes at least annually and set revised targets, where appropriate, in the form of a person-centred annual review
- To ensure that the Single Equality Scheme and Local Offer is regularly updated in line with current statutory requirements and that all colleagues adhere to its principles

## **Admission Arrangements**

- Admission arrangements for students joining Ramsden Hall Academy are in line with those detailed in Ramsden Hall Academy's policy for the admission of

students with SEND. We encourage visits to the Academy by their parents/carers or guardians, prior to admission.

### **Transition into Ramsden Hall Academy**

Information from the statement or EHCP, previous Academies, other professionals and parents/ carers is used initially as a basis to develop a support plan to aid transition. Ramsden Hall Academy considers it is of vital importance to work in partnership with the student and parents, in order that students with special educational needs have their needs assessed, understand their potential and are supported in working to achieve it.

### **Parent/Carer Partnership**

We are committed to the principle of close and regular liaison with parents/carers and listening to and taking into account their views in order to do this we invite the parents/carers to:

- Play an active role in deciding on appropriate support through regular contact with tutor teams, and by inviting them into Academy to discuss their student's needs where necessary.
- Identify difficulties as early as possible so that appropriate intervention takes place.
- Inform parents/carers of students' rights regarding SEND.
- Provide parents/carers with access to information, advice and support during any decision-making processes and transitions
- Attend scheduled consultation events in order to discuss their student's academic progress and we will share this information at other times in written form
- Attend information sessions where specialists will offer advice on aspects of SEN
- Liaison is encouraged and parents/carers can telephone requesting an appointment to discuss any issues. Home visits are made where appropriate
- Parents/carers are regularly supported to contact voluntary agencies for advice including Parent Partnership Services, NSPCC and the Student and Adolescent Mental Health Services.

### **Student Participation and Engagement**

The Academy supports the principle of the rights of the student with SEND to be involved in discussions and in decision making about his/her education and future plans. All students are:

- Consulted on their personal preferences to support their progress and invited to attend any meeting which discusses target setting, monitoring progress and support.
- Fully involved in the writing of Education Plans including Annual Reviews, Transition
- Plans and PEPs

- Able to become members of the Academy's student council and speak on the behalf of their peers

### **Allocation of Resources**

Currently, Ramsden Hall Academy is a specialist LA provision funded under the LA banding system for special Academies.

### **Assessment and Monitoring**

As all students at Ramsden Hall Academy have an Education and Health Care Plan (EHCP); their primary needs are already identified on entry.

Progress against EHCP outcomes, individual targets and other baseline measures are regularly monitored by:

- Teacher observation and assessment
- Regular data analysis
- Annual, transition and other reviews
- Specialist assessments by other professionals e.g.: Educational Psychologist, Paediatrician, Emotional Health and Wellbeing Service (EWMHS)
- Information from parents/carers
- In the course of these processes, other needs may sometimes be identified
- Any student who has been identified as having additional difficulties may be further assessed. Means of assessment may include:
  - WRATs
  - Behavioural competencies
  - Interviews with the student
  - Discussions with the parents/carers or guardians
  - Referrals to other professionals and/or agencies

### **Internal and Public Exams**

The SENCO is responsible for identifying and informing the Examination Officer of those students who qualify for particular support in examinations and assist with arranging appropriate support as required, including organising access arrangements testing and implementation of those conditions.

This information serves to inform staff planning so that support and intervention is both timely and appropriate.

Records are kept on all aspects of support and are monitored regularly in line with statutory requirements and whole Academy assessment policy.

### **Provision Mapping – A Whole Academy Approach**

Ramsden Hall Academy places great importance on ensuring that students with special educational needs:

- follow an integrated, graduated approach
- do not stand out as “different” from their peers and are fully included in all aspects of an appropriate curriculum

- Interventions are recorded on whole Academy, class and individual provision plans which are regularly reviewed for impact and value for money.

### **Staff Training**

Ramsden Hall Academy regards SEN as a whole Academy issue. As such, staff are continuously seeking to develop and widen their knowledge. The aim of staff INSET is to enable all teachers to view the full range of learning needs and to be able to cope with them confidently. New staff are given information regarding SEN issues as part of their induction programme. Staff are kept informed of any difficulties students may have and suggested strategies are shared by:

- Providing staff with information of all students and their identified needs.
- Providing staff with a summary of action for all students raised at In Academy Review meetings and other relevant meetings as necessary.
- Use of Academy's management systems to record and update on current provision The Academy recognises that high quality behaviour support is necessary to ensure that the primary need of all students is successfully met.

We adopt the CPI safety approach and ensure that this is regularly updated in line with requirements. Staff are trained in Trauma Perceptive Practice and other specific training is also regularly updated in line with statutory requirements and individual needs. The Associate Assistant Head Teacher is currently undertaking his National Award for SEN Co-ordination and is supported by the Head Teacher and other SENCO's in PLT. All Student Tutors who carry out the day-to-day liaison with Parents and Carers, and who carry out the Annual reviews.

Ramsden Hall Academy is committed to ensuring that information regarding students' SEN is shared with those who need to know so they may act on it. The policy is to be proactive as well as reactive. Ramsden Hall Academy's main link with other schools is at the point of transition. Information regarding any SEN is shared with the school or college concerned, with parents/carers' permission.

- Links are established with all schools and settings to collect information and support transition.
- Links with special schools are established and include arrangements for integration of students.
- Multi-agency meetings are held to establish the needs of a student.
- Information regarding the SEN of students moving on to further education is passed on to the appropriate people so that support may continue.

### **Outside agencies: external support services**

There are many external agencies which Academies may need to contact. Services used regularly by Inspire Academy include:

- Educational Psychology Service
- Social Services
- Attendance Advisory Service
- Academy Nurse

- Local Police
- Medical/Health Services incorporating EWMHS,
- YOT
- EYPDAS

Voluntary agencies which exist to support families in a wide range of difficulties are used more in times of crisis e.g. NSPCC. The Academy has developed strong links with support agencies and is aware of referral procedures.

### **Supporting students with Medical Conditions and Disabilities**

The Academy endeavours to support all students including those with disabilities and medical conditions. We work to the principles embodied within the:

- Department of Education the statutory guidance for governing bodies of maintained Academies and proprietors of academies in England: Supporting students at Academy with medical conditions.
- Equality Act 2010
- DFE Statutory Guidance 2014

The school is keen to promote the integration of all students, regardless of any physical difficulties.

Students with medical conditions and physical disabilities are properly supported so that they have full access to education, including Academy trips and physical education, and can access and enjoy the same opportunities at Academy as any other student. In order to do this, we consult with health and social care professionals, students and parents. The focus of the support is based on the individual needs of each individual student and will take into account how their medical condition impacts on their Academy life, ability to learn, in addition to increasing their confidence and promoting self-care.

For further details, please see the separate Supporting Pupils with Medical Conditions Policy.

### **Arrangements for the treatment of complaints and appeals**

Parental concerns regarding SEN provision are taken up in the first instance by the form tutor, acted upon as appropriate and then referred to the KS Pastoral leads, the SLT or Headteacher, if necessary.

### **Development and review of the SEN Policy**

This policy has been developed and informed by national and local policies on special educational needs.

### **Monitoring, evaluation and review**

The Academy will review this policy annually and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the Academy.